



Revised: July 28, 2013

8000 CRIME LABORATORY
Issued May 2001

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8010 GENERAL

8011 Services

The Crime Laboratory is divided into six technical areas:

- Forensic Biology (DNA)
- Latent Prints
- Comparative Analysis (Firearms, Fire debris, Explosives)
- Chemical Analysis (Controlled substances)
- Forensic Electronic Media Unit (FEMU)
- Toxicology (Alcohol)

The Crime Laboratory Superintendent manages the laboratory and reports directly to the Forensic Division Administrator.

8012 Function

The function of the Crime Laboratory is to provide forensic support by providing scientific analysis of evidence, expert testimony for the judicial system and training to the law enforcement community.

8013 Interagency Agreements

The Crime Laboratory may have Intergovernmental Agreements (IGAs) with area law enforcement to provide forensic laboratory services, excluding latent print examinations.

8014 Certifications and Accreditation [CALEA 83.2.7 d]

The Crime Laboratory is nationally accredited by the American Board of Crime Laboratory Directors, Laboratory Accreditation Board (ASCLD/LAB). The laboratory conducts an annual internal audit. A reaccreditation inspection is conducted every five years by ASCLD/LAB. Current job-specific Federal and State licenses and certificates are maintained in the Crime Laboratory for inspection.

Items sent to an outside laboratory for testing purposes may only be sent to a fully accredited laboratory, either the American Board of Crime Laboratory Directors, Laboratory Accreditation Board (ASCLD/LAB) or the National Forensic Science Technology Center (NFSTC).

8015 Quality Assurance

The testing and calibration of all laboratory equipment and instrumentation is covered in the Quality Assurance manual.



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8016 Security

Laboratory staff and the Forensic Administrator (having the necessary keys, key card and access codes) are the only authorized personnel having direct access to restricted crime laboratory work areas. All other personnel are considered visitors and must be escorted when in restricted areas of the laboratory. Written security procedures are covered in the *Crime Laboratory Administrative Procedures Manual*.

8020 CRIME LABORATORY UTILIZATION

8021 General [CALEA 83.1.1; 83.2.7; 83.3.1]

The Forensics Section provides laboratory analysis of evidence in criminal cases. Members are available for call-out on a 24-hour basis to assist in the collection of fragile or biological evidence.

All Evidence shall be properly packaged and placed in the proper Evidence receptacle (i.e. EPIC, C19 refrigerator; substation evidence locker; narcotics locker, etc.). All Evidence shall be properly packaged and placed in the proper Evidence receptacle (i.e. EPIC, C19 refrigerator; substation evidence locker; narcotics locker, etc.). Evidence Technicians are responsible for the handling, processing, safe storage and disposition of all property coming into the possession of the Tucson Police Department, to include any Evidence intended for the Crime Lab. Chain of Custody shall be maintained through the use of the Bar-coded Evidence and Statistical Tracking System (BEAST).

8022 Requests for Scientific Analysis [CALEA 83.3.2 a-e]

The case detective may submit a request for analysis to the Crime Laboratory or Identification Section via the GroupWise "CrimeLabMailbox", the Public CLLOG and/or Public IDLOG computer systems (Share Drive/Forensic). All requests must specify the case number, type(s) of analysis, item number(s) to be examined, due date, and if applicable, the issuing appointment or trial date.

CLLOG and IDLOG allow a person to request an analysis and check the status of the request. When using these sites, do not check "convert" when opening the system; use only the "open" function.

8023 Types of Analysis Performed [CALEA 83.3.1]

The Department Tucson Crime Laboratory performs the following types of scientific analysis. Officers are not restricted to these items, as the Crime Laboratory is able to perform many other types of scientific analysis.

8023.1 Alcohol Analysis

Analysis of blood for alcohol content; maintenance and quality assurance of breath testing devices.



8023.2 Blood Samples from OME

Blood samples from a victim are collected separately from other samples by the OME. These shall be placed in Evidence overnight refrigerators. Crime Laboratory personnel receive OME blood samples from Evidence on a regular basis.

8023.3 Forensic Electronic Media Unit (FEMU)

Examines computers, cell phones, digital cameras, and other machines and devices; examines compares and/or evaluates video media related to investigative purposes.

8023.4 Controlled Substances

Determination as to whether a substance is a dangerous drug or narcotic, and its specific compound.

8023.5 DNA

Examination of biological evidence for the presence of biological fluids, comparison of DNA profiles from crime scene stains to reference samples. Biological evidence is defined as any evidence that originates from a living body/organism. This includes, but not limited to blood, semen hair, skin, saliva,

8023.6 Explosives and Explosive Residues

Examination of substances and debris for explosives and explosive residue.

8023.7 Fire Debris

Examination of fire debris for the presence of gasoline or other ignitable liquids.

8023.8 Firearms and Projectiles

Determine whether a firearm fired a particular projectile, the caliber of the submitted projectile, in what type of weapon a submitted projectile could be fired, etc.

8023.9 Latent Prints

Comparison of latent prints, to include fingerprints and palm prints.

8023.10 Tools and Tool Marks

Comparison of tools with marks.



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8023.11 Toxic Vapors

Items containing toxic vapors, or paint soaked cloth that is evidence in toxic vapors cases, will be sealed in an airtight mason jar as soon as possible. These jars are available from the Special Investigations detectives.

8024 Documentation of Results

Results of any requested analysis will be documented in a *Crime Laboratory Report* or *TPD Supplement Report*. The original of the *Crime Laboratory Report* (excluding requests by the Office of Internal Affairs or external agencies) will be sent to Records. A copy of the laboratory report may be released to authorized Departmental personnel or requesting prosecutor's office.

8025 Evidence

Evidence handling and report writing procedures are covered in the *Crime Laboratory Administrative Procedures Manual*.

8026 Courtroom Procedures

Evidence handling procedures for court are covered in the *Crime Laboratory Administrative Procedure Manual*. It is not the responsibility or duty of Crime Laboratory personnel to transport evidence to or from a judicial proceeding.

Copies of Intoxilyzer Certification Reports are located under TPD Intranet/Resources/Intoxilyzer Reports.